



State of Connecticut

JUDICIAL BRANCH

COURT SUPPORT SERVICES DIVISION
ADULT PROBATION AND BAIL SERVICES
936 Silas Deane Highway, Wethersfield, CT 06109

Interstate Compact for Adult Offender Supervision State Council Meeting Minutes January 4, 2017

Present: **Gary Roberge** IC Commissioner & Director of Adult Services/Judicial, CSSD; **Natalie Latulippe** Deputy Compact Administrator & Chief Probation Officer II/Judicial, CSSD; **Tami Ford** Interstate Compact Coordinator/Judicial, CSSD; **Fred Watton** Deputy Compact Administrator & Manager, BOPP; **Timothy Diakon** Parole Officer, BOPP; **Joe Garibaldi** Parole Officer, BOPP; **Sherrie Lubinski** Parole Officer, BOPP; **Steve Strom** Assistant Attorney General, Office of Attorney General; **Jennifer Bennett** Deputy Director, Parole and Community Services; **Susan Storey** Chief Public Defender, Office of the Chief Public Defender; **Brian Austin** Executive Assistant State's Attorney, Office of Chief State's Attorney; **Matthew Garcia** State Police Sergeant, Department of Public Safety; **Jaelyn Osden** Counselor Supervisor IC Unit, Department of Correction.

Minutes Taken by: Sarah Puzzo- Intake Assistant/ Judicial- CSSD

Welcome and Introductions:

Commissioner Roberge called the meeting to order at 9:01 a.m.

1. Consideration of Agenda for January 4, 2017 State Council meeting:

Executive Assistant State's Attorney Austin moved to approve the agenda. DCA Watton seconded. Motion passed.

2. Consideration of minutes from July 20, 2016 State Council Meeting

Assistant Attorney General Strom moved to approve the minutes. Executive Assistant State's Attorney Austin seconded. Motion passed.

3. Commissioner/ Executive Committee/ Technology Committee/ East Region Meetings Update:

Technology Committee:

Commissioner Roberge discussed the \$90,000 budget that is allocated for enhancements to the Interstate Compact Offender Tracking System (ICOTS). However, since the emergency rule proposal regarding violations and retakings passed at the 2016 Annual Business Meeting (ABM), the committee is now focused on making the necessary enhancements to the system regarding this rule change.

Commissioner Roberge indicated the total cost for implementing these new changes will be \$132,000. The committee will not be able to address the enhancements that were previously approved until these rule changes are complete. He noted the 2016 rule change will not be implemented until the system is fully updated which should be in April or May 2017.

Commissioner Roberge indicated the 2017 ABM is a rule voting year. He will continue to monitor any new proposed rule changes this year. Depending on the cost of the 2017 rule changes, any remaining money from the technology committee's budget could be applied towards enhancements that were

previously approved.

Commissioner Roberge discussed how the Technology Committee is working on creating minimum standards for offender photos. The National Office is currently reviewing the photos and also discussed exploring software options.

Executive Committee:

Commissioner Roberge explained the Executive Committee meets every month; however he was unable to attend the last meeting. He also noted Executive Director Harry Hageman's retirement will be effective 1/14/2017 at which time Ashley Lippert, who was the Executive Director for the Interstate Commission for Juveniles, will fill the Executive Director's position.

East Region Meetings:

An East Region meeting is scheduled for next week.

4. Victim Notification Process Update (VINEWatch):

Since the last State Council meeting, Appriss had reportedly resolved the issues noted by CT after testing the VINEWatch system. However, CT conducted additional testing and it was determined that many of the same issues remain.

State Council members have agreed CT will not implement VINEWatch until these issues have been resolved in order to ensure victims are receiving accurate information. Commissioner Roberge indicated he would follow up with Xavier Donnelly at the National Office after today's meeting, to discuss the issues with VINEWatch.

5. 2016 Annual Business Meeting:

DCA Latulippe discussed the 2016 ABM, held in Cleveland, Ohio on 9/12/16 - 9/14/16 was primarily focused on the proposal for the emergency rule change regarding violations and retakings. The DCA Training day was a day prior and was beneficial and informative. In addition, she reported the Probation IC Unit attended a Web-Ex training intended specifically for compact staff. The training detailed the implementation plans regarding the approved rule amendments.

IC Coordinator Ford discussed the rule changes that were passed at the ABM. The Offender Violation Report will be changed in the ICOTS system and will now require supervising officers to document specific incentives and/or graduated sanctions that were utilized during the offender's supervision. Requiring the supervising state to be more detailed in their documentation will help ensure the sending state is being provided a comprehensive summary of what efforts were made with the offender prior to receiving the Offender Violation Report. One goal behind this change is to encourage a more consistent standard of supervision as it supports evidence based practices. In addition, these changes will reinforce the idea that the receiving state has the authority to impose conditions and sanctions on an IC offender, just as they would their own offenders.

DCA Latulippe added there will still be a 30 day discovery requirement when submitting an Offender Violation Report and that the Offender Violation Report should only be used when the supervising state is requiring the sending state to retake.

In addition, IC Coordinator Ford noted that Progress Reports will no longer be required annually. The intention of this change is so the Progress Report is sent for a purpose rather than to fulfill a due date. The Progress Reports will give the supervising officer the opportunity to notify the sending state of

conditions being imposed on the offender and will now be utilized to report both compliant and non-compliant behaviors, including new arrests. When reporting non-compliant behavior, the Progress Report should be used up to the point where the case reaches the threshold of a mandatory retaking.

Parole Deputy Director Bennett indicated Parole and Community Services have put together a committee to research what other states use for incentives and as their graduated sanctions matrix. Parole is working on creating a policy and should have a rough draft by the end of this month or February.

6. Audits:

DCA Latulippe indicated that quarterly Performance Dashboard reports are produced on the Interstate Commission for Adult Offender Supervision (ICAOS) website. She indicated that CT remains in the 90th percentile in all categories and indicated it was an accomplishment that CT continues to maintain those percentages. Commissioner Roberge thanked the council committee members for working hard to maintain CT's compliance.

7. Parole Update:

DCA Watton thanked his staff for exceeding compliance regarding the ICAOS Standards.

He discussed that his staff is now referencing the other state's sanctioning grids when they receive a violation report to compare how they would handle certain situations. He then holds a case conference and once a decision has been made they let their field know. He indicated this practice has been helpful when dealing with violation activity.

DCA Watton also discussed his concern regarding CT Parolees not being entered by the receiving state into NCIC Supervised Persons File 17. As a result, he now requires his staff to maintain a File 17 even after they have transferred. His staff has been receiving NCIC hits on the CT parolees while under supervision out of state. Often times, the receiving state does not notify CT Parole that the offender was arrested and may not be aware of the new arrest. Compact Action Requests (CAR) and requests for Progress Reports have been submitted to the receiving state when this occurs but CT Parole does not always receive a response. DCA Watton suggested a possible rule change requiring the receiving state to enter a File 17 upon submitting the Notice of Arrival/Acceptance.

Sergeant Garcia indicated that every supervised offender should be entered into NCIC as a File 17 and that he thought the FBI would have an issue knowing that every offender has not been entered. Commissioner Roberge will look into this further.

8. Probation Update:

DCA Latulippe noted she will be attending an ABM Planning Committee Meeting at the end of January regarding the upcoming ABM scheduled for October. The committee will be discussing topics of interest that may be presented at the ABM. DCA Latulippe asked the council members to let her know of any topics or suggestions they may have or that they think would be of interest nationally.

Commissioner Roberge discussed an issue that has come up on a few occasions regarding offenders who go to another state for treatment and then the offender requests to remain in the other state once the program is over. These offenders do not necessarily realize there is process that is required in order to reside in the receiving state, as an offender cannot remain in another state for more than 45 days per the compact. He added that in most instances, CT has been able to work with the other states to ensure the outcome has been in the best interest of the offender.

DCA Latulippe mentioned Probation continues to work with CSSD's IT unit in the development of

Probation's new Case Management Information System and that it should be launched in the spring of this year.

9. Other Members Update

Deputy Director Bennett re-stated that Parole and Community Services are working on the Incremental Sanctions Policy.

Sergeant Garcia asked the council members to inform him if anything is needed from him. He also mentioned setting up another meeting with CT IC Probation Unit for additional training. Sergeant Garcia noted that through CTIC (Connecticut Intelligence Center) there will be a weekly or monthly report for CT Sex Offenders which will hopefully be completed by the next council meeting.

Chief Public Defender Storey indicated she would like to have IC present in June at the Public Defender's annual meeting regarding the Interstate Compact process. She was not sure if a training would be better. DCA Latulippe agreed training would be helpful but sometimes it is better to get the information out at a meeting when there is a captive audience and then could follow up with a training if public defenders expressed an interest in attending. Executive Assistant State's Attorney Austin also indicated he would be interested in training for the State's Attorney's as well.

10. Old Business

DCA Latulippe provided an update regarding CT's progress on the form entitled "Interstate Compact & the Courts". A final draft was provided to the council members for their review and DCA Latulippe indicated she would be adding parole's contact information as suggested. She also asked council members to provide her with any additional feedback within the next two weeks. Once the document is finalized it will be forwarded to the council members.

11. New Business

a. 2017 State Council Goals

- i. Finalize Incremental Sanctions Policy- Parole and Community Services.
- ii. Implement VINEWatch once all issues are resolved.
- iii. Probation IC Unit to meet with Sergeant Garcia.
- iv. Look into NCIC File 17 issue.
- v. Finalize "Interstate Compact & the Courts" document.
- vi. Executive Assistant State's Attorney Brian Austin and Chief Public Defender Storey requested Probation assist them with creating/conducting IC training to be held in June.

b. Update State Council Membership

- i. DCA Latulippe indicated she will incorporate the changes made at the last State Council Meeting and update the website by the end of January, per ICAOS policy.

c. Next Meeting

- i. DCA Latulippe will send next meeting dates to the council members.

12. Adjourn

Commissioner Roberge thanked the council members and indicated the importance of meeting a couple of times a year.

DCA Watton requested a motion to adjourn the meeting at 10:15 a.m. which was seconded by Executive Assistant State's Attorney Brian Austin.